

# BOARD OF SELECTMEN – TOWN OF NATICK

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## **MEETING MINUTES**

**EDWARD H. DLOTT MEETING ROOM – NATICK TOWN HALL**

**May 31, 2016**

**6:00 PM**

**PRESENT:** Chairman J. Richard P. Jennett, Jr., Vice Chair Nicholas S. Mabardy, Clerk Jonathan Freedman, Member Susan G. Salamoff, and Member John J. Connolly

**ALSO PRESENT:** Town Administrator Martha L. White and Executive Assistant Trish O'Neil

Chairman Richard Jennett called the meeting to order at 6:05 p.m. and requested a motion to enter into Executive Session.

Mr. Connolly, seconded by Mr. Freedman, moved to enter into Executive Session to discuss matters pertaining to Real Property, Non-Union Personnel Negotiations, and Executive Session Minutes with the Chair announcing that discussion of Executive Session matters in Open Session would have a detrimental effect on the Board of Selectmen's negotiating position and the Town's interests. By a roll call vote, Mr. Jennett, Mr. Mabardy, Mr. Freedman, Ms. Salamoff, and Mr. Connolly all voted in favor of the motion. The Board entered into Executive Session at 6:08 p.m. after announcing that the meeting would return to Open Session at approximately 7:00 p.m.

Open Session reconvened at 7:16 p.m.

The Pledge of Allegiance was recited, and Mr. Jennett opened the evening's session with comments about the recent and sudden passing of Paul McKinley, former Selectman, Conservation Commission Member, and Chair of the Parking Advisory Committee. Mr. Jennett expressed his gratitude for Mr. McKinley's many years of devoted service to Natick and described him as a balanced, thoughtful, intuitive, helpful, gracious man who had provided so much to so many, whom he counted among his friends, and who would be dearly missed. Mr. Jennett asked that the public join him in a moment of silence in remembrance of Mr. McKinley, as well as for the two families who lost family members to the opioid crisis this past weekend.

## **ANNOUNCEMENTS**

Ms. White announced that the Town has received official notice that the Massachusetts School Building Authority has invited a statement of interest regarding the Kennedy School. This is the first step in the grant approval process.

Mr. Jennett announced that Dug Pond is scheduled for chemical treatment on June 1<sup>st</sup> to control nuisance aquatic vegetation. Mr. Jennett also announced that the Natick Fire Department Mutual Relief Association is holding a firefighters' memorial ceremony on Sunday, June 12<sup>th</sup>.

## **CITIZEN'S CONCERNS**

None.

## **CONSENT AGENDA**

Mr. Freedman asked to remove item 2b regarding May 16, 2016 Selectmen Meeting Minutes, and Mr. Jennett asked to remove item 7 regarding a resignation from the Historic District Commission, from the Consent Agenda. The Chair asked for a motion to approve the remainder of the Consent Agenda. Moved by Mr. Connolly and seconded by Mr. Freedman, the Board voted unanimously to approve the Consent Agenda, excluding the items removed as above and conditional upon the fulfillment of all recommendations from Town Agencies/Departments. The following Consent Agenda items were approved:

- Selectmen Meeting Minutes for November 3, 2015
- Authorization for Chair to Sign Resolution Calling for Full Funding of “Foundation Budget Review Commission” Recommendations
- Sign Rotary Club of Natick Proclamation
- Family Promise MetroWest Requests for Parade Permit and Banner
  - o 2017 Walk Away Homelessness Walkathon on April 8, 2017
  - o Banner Hanging from April 3-April 10, 2017
- Natick 2030+ Master Plan Advisory Committee Request for Use of Common on June 16, 2016 Contingent Upon Approval by Recreation & Parks with Tent Fee Waived per Policy
- Sign Letters of Recognition for Eagle Scouts Andrew Pierce and Chad Connors

On a motion by Mr. Freedman, seconded by Mr. Mabardy, the Board voted unanimously to approve the May 16, 2016 Selectmen Meeting Minutes contingent upon minor edits being incorporated as outlined by Mr. Freedman.

Mr. Jennett pointed out that the vacancy on the Historic District Commission created by Patricia Marr's resignation would require that the Town specifically post for an attorney to fill the position. As well, the Commission's records are now kept in various locations in Town Hall and Mr. Jennett asked Ms. White to follow up on that. On a motion by Mr. Jennett, seconded by Mr. Connolly, the Board voted unanimously to accept Ms. Marr's resignation and to send her a letter from the Board thanking her for her service.

## **WHAT'S NEW**

Police Chief James Hicks and the Lead Dispatcher in the Police Communications Department, Charles Goodwin, presented to discuss the Natick Police Department's achievement of the Missing Kids Readiness Project Certification through the National Center for Missing and Exploited Children (NCMEC). Chief Hicks credited Officer Goodwin with being the impetus for this achievement. Officer Goodwin stated that Natick is the first municipality and the second agency in Massachusetts to receive this certification, joining a total of 244 agencies in the country that have achieved the same certification. The program started in November and was completed in May, with every public safety dispatcher and communications officer taking a two-hour, online training course. The Chief stated that he and the department were proud to have achieved this accreditation. Mr. Connolly thanked the Chief and the Department for saving lives.

## **APPOINTMENTS WITH THE BOARD OF SELECTMEN**

### **1. Chief of Police:**

- a. **Recognition of Officer of the Year – James F. O'Shaughnessy:** Chief Hicks read a citation honoring Officer O'Shaughnessy, named the Natick Police Department Officer of the Year for 2016 for his consistent excellence in police duty, stating that it had been compiled by Officer O'Shaughnessy's peers, and presented Officer O'Shaughnessy a plaque. Officer O'Shaughnessy thanked the Chief, the Board of Selectmen, his Command Staff Members, his wife, Jen, his mom, and his four children, Maeve, Liam, Colin, and Declan. Mr. Connolly thanked Officer O'Shaughnessy for his service.
- b. **Request to Accept Donation – Leonard Morse Auxiliary:** On a motion by Ms. Salamoff, seconded by Mr. Connolly, the Board voted unanimously to approve the Chief's request to accept a donation in the amount of \$500 from the Leonard Morse Auxiliary to establish a grant to assist battered women.
- c. **Request to Accept Donation – Samantha McLaughlin:** On a motion by Mr. Connolly, seconded by Ms. Salamoff, the Board voted unanimously to approve the Chief's request to accept a donation in the amount of \$4002, proceeds raised from the Boston Marathon Runner Number fundraising efforts of Samantha McLaughlin, to be expended for the Natick Auxiliary Police.

2. **Approve MathWorks Scholarship Recipients:** Brian Fay, a member of the MathWorks Scholarship Committee, thanked MathWorks for its support of Natick students. There were 25 candidates, 18 from Natick High School and seven from private, charter, and technical schools. On a motion by Mr. Connolly, seconded by Ms. Salamoff, the Board voted unanimously to approve the Committee's recommendations for award: Madhumita Rao from Natick High School, attending Northeastern University in the fall, Alison Shu Ting Law from Natick High School, attending Harvard University in the fall, and Cara Fitzpatrick from Newton Country Day School, attending Notre Dame in the fall.

3. **Appoint Republican Incumbent to the Board of Registrars of Voters:** Absent any response or declaration of interest from Mr. Chris Resmini, one of the two proposed candidates for this position, the Board voted unanimously to reappoint the Republican incumbent, Sandra LaFleur, on a motion by Ms. Salamoff that was seconded by Mr. Mabardy.
4. **Application for Common Victualler's License – Fusion Café:** Be Thi Tran, the owner of Fusion Café, presented to apply for a common victualler's license. On a motion by Mr. Connolly, seconded by Ms. Salamoff, the Board voted unanimously to grant the license. Ms. Tran hopes to open her restaurant tomorrow, June 1<sup>st</sup>.
5. **Application to Amend Entertainment License – Nicholas Restaurant, d/b/a Morse Tavern:** Present were Attorney George Piandes representing Morse Tavern and Sharon Stournaras, owner of the tavern, requesting to modify the establishment's entertainment license. Their current entertainment license was issued to include only Bouzouki, a Greek musical instrument. The tavern has been hosting live entertainment for some time without realizing that their entertainment license needed to be updated to reflect that. Mr. Freedman inquired as to whether they were looking to modify the location of their entertainment to which he received a negative response, that is, they would not be looking to provide entertainment on the patio area. Cathi Collins of 7 Walkup Court requested to speak in relation to this and stated that she was tired of seeing the Board approve licenses that comply with what an establishment is doing rather than enforcing the terms under which a license was issued. Ms. Collins stated that the Board Members should be aware of discrepancies like this. Ms. White stated that none of the current Board Members were on the Board when the license was originally issued and so could not be blamed for not knowing the terms of the license. On a motion by Mr. Connolly, seconded by Ms. Salamoff, the Board voted unanimously to approve the entertainment license as amended and, as recommended by Lt. Lauzon of the Police Department, that no entertainment occur on the patio.
6. **Sustainability Coordinator – Approve Ice Rink Solar Agreement:** This item was postponed to the next Selectmen's meeting.
7. **Metropolitan Area Planning Council – Presentation of Final Natick Center Plan:** Jamie Errickson, the Director of Community and Economic Development, reminded the Board that the Town had authorized the Metropolitan Area Planning Council (MAPC) to prepare the Natick Center Plan, largely grant funded with state and federal dollars, back in October of 2015. The purpose of the study was to provide recommendations for economic development, land use and zoning, transportation, and parking. Two public hearings were held and surveys distributed in order to gain community input. Chris Kuschel from MAPC provided an executive summary of the plan. Mr. Errickson stated that the next steps would include getting the report out to the public and having a more detailed discussion with the Master Plan Advisory Committee and the Planning Board for consideration and integration into the Natick 2030+ process. Mr. Connolly stated that he agreed with nothing in the plan and felt that decisions were being made for the area in which he lives and works by a small percentage of residents. Mr. Freedman, as one of the residents from whom input was received, stated that he felt that a good effort had been made to get the word out. Mr. Errickson stated that the success or failure of the Master Plan will depend on resident participation and that it is critical to have as many people as possible participate. Mr. Connolly asked what was expected of the Board at tonight's meeting and Mr. Errickson stated that the plan was being presented as purely informational material. The final report will be available on the home page of the Town's website.

Several residents requested an opportunity to speak. First was Cathi Collins who stated that there were many problems with the report, one of which was that the answers contained therein were unclear since she did not know what questions had been asked to arrive at those answers. John Greendale of 6 Atherton Street felt that the conclusions in the report were foregone because, in his opinion, the MAPC had come at the study with its own biases. Cathy Coughlin stated that a huge public hearing should be held and more people notified so that more citizens could be involved. Josh Ostroff stated that he saw enthusiasm at meetings that he had attended and that the report was faithful to the discussions he had heard.

Mr. Jennett thanked Mr. Errickson and Mr. Kuschel for their work. Mr. Errickson announced that a public session to present the plan would be held on the Town Common in the near future.

8. **Public Hearing – Fiscal Year 2017 Water and Sewer Use Charge Rates:** Mr. Freedman read the Public Hearing Notice. On a motion by Mr. Freedman, seconded by Mr. Connolly, the Board voted

unanimously to open the Public Hearing. The Deputy Town Administrator for Operations, Bill Chenard, stated that the Board of Selectmen, which sets the rates in their capacity as Water and Sewer Commissioners, is being asked this evening to approve a 2.00% increase in water rates and a 4.50% increase in sewer rates for Fiscal Year 2017. Mr. Connolly asked what that percentage translates to in dollars. Mr. Chenard stated that for residents who are water and sewer customers, it would mean an increase of approximately \$17.50 per year. Mr. Chenard explained that the Massachusetts Water Resource Authority (MWRA) assessment – the charge the Town must pay for treatment of the Town's sewage – represents 84.9% of the sewer budget and is on the rise. Mr. Connolly stated that the MWRA rates were staggering, and Mr. Mabardy stated that even a small increase in rates can be a struggle for an average family or a person on a fixed income and questioned what the Town can do to steady the rates. Mr. Chenard stated that he wished to come back to the Board this summer, in July, to discuss three things: 1) Checking for water leaks, 2) Understanding the water bill, and 3) What can be done to reduce water and sewer costs. On a motion by Mr. Connolly, seconded by Mr. Freedman, the Board voted unanimously to close the public hearing and to approve the rate increases as above.

## **DISCUSSION AND DECISION**

9. **Adopt Consent Agenda Policy:** Ms. Salamoff pointed out that there is no provision in the policy for the public to raise a concern about an item on the Consent Agenda and that it should state that any Board Member or member of the public may request that an item be removed from the Consent portion of the Agenda. Mr. Jennett recommended that the policy not restrict the location in which the Consent Agenda will appear on the Agenda. Mr. Freedman will make the appropriate changes to the policy and resubmit it for approval at the next Selectman's Meeting.
10. **Board Members' Topics and Questions for Meeting with Legislature:** The Board Members and the Town Administrator proposed topics for discussion at their joint Selectmen/School Committee meeting on June 27<sup>th</sup> with the State Legislators, including such topics as increasing Chapter 90 funding, policies for affordable elderly housing, state funding for transportation projects, the opioid addiction crisis, and emergency funding for projects like the Marion Street Bridge, among others. Ms. White will compile the list in letter form to send to the Legislators prior to the meeting.
11. **Distribution of Boston Athletic Association (BAA) Funds:** Ms. White explained that every runner who is given a card must raise \$4000 to donate to charity. If they fail to raise that amount, the balance is charged to their credit card. All of this year's runners raised at least \$4000 and some significantly more. Twenty-two permits were issued and a total of \$114,674.15 were raised and distributed among nine charities. The Boston Athletic Association also provides funds to the Town to offset the Town's costs of preparing for and cleaning up after the race. This year, the Town received \$61,500. This money is usually used to reimburse the Fire and Police Departments and the Department of Public Works. This year, the Fire Department was given \$7934, the Police Department \$22,295, and the DPW \$19,085. The remainder is typically given to the Recreation and Parks Department since the Marathon is about athletics, sports, and fitness. Last year, \$16,382 were approved for Recreation and Parks for the development of two ice skating rinks. One rink was developed at a cost of \$3,775, leaving a balance of \$12,607. The Recreation and Parks Department has requested to use that balance, and has requested an additional \$12,393, to replace the outdoor boards at Johnson School as they have been determined to be a safety hazard. The total cost to replace the boards is \$25,000. The present reserve level is \$53,707, and this year's distribution of funds would require \$12,814 from the reserves to satisfy the request for \$25,000 from Recreation and Parks. On a motion by Mr. Connolly, seconded by Ms. Salamoff, the Board voted unanimously to approve the use of the BAA funds in the amount of \$61,500 as outlined above.
12. **RFQ for the West Natick Fire Station Owner's Project Manager:** Town Counsel has prepared a Request for Qualifications (RFQ) for Owner's Project Manager (OPM) -- a requirement under the procurement law that governs the construction of a building over x-amount of dollars. The Building Committee is scheduled to meet tomorrow evening and the Board is asked to approve the release of the RFQ. On a motion by Mr. Connolly, seconded by Ms. Salamoff, the Board voted unanimously to approve the RFQ to solicit proposals for OPM for the West Natick Fire Station.
13. **Discussion Regarding Selectmen's Retreat:** Each year, the Selectmen and Town Administrator meet to discuss goals for the new fiscal year. Last year, the Human Resources Director, Richard Tranfaglia, arranged for a facilitator by the name of Jean Haertl to assist with the meeting and the consensus was that the process had benefitted greatly by her participation. Mr. Mabardy suggested

having a meeting that is open to the public to give residents an opportunity to provide input. Mr. Jennett and Ms. White felt that though there may be merit in obtaining citizen input at another time, this particular meeting is meant to be a tool by which the Board of Selectmen and the Town Administrator work together to develop and arrive at a consensus on what the goals for the next year should be. Mr. Tranfaglia is going to arrange to secure Ms. Haertl's services again for this summer's meeting. June 8<sup>th</sup> is the proposed date for the Selectmen's Retreat, i.e., the Goals Meeting. Mr. Tranfaglia will confirm the date with the Board after reaching out to Ms. Haertl as to her availability.

- 14. Town Hall Hours:** Ms. White stated that the Thursday evening extended hours at the Town Hall show very little activity after 7:00 p.m. Town Hall is currently open 43.5 hours per week. Non-union employees work 40+ hours per week and union employees work 37.5 hours per week. Employees are currently keeping track of how many residents come in to Town Hall after 7:00 p.m. Beginning the first week in July, Town Hall will close at 7:00 p.m., rather than 8:00 p.m., on a trial basis to ensure that the public is not significantly affected by the earlier closing. Town Hall will still be open 42.5 hours per week with this change. Ms. White explained that while this decision is within her authority to make, she wanted to speak to the Board to get feedback and make sure there was no strenuous objection. Mr. Connolly suggested that the public be notified, which Ms. White assured him would be the case.

### **TOWN ADMINISTRATOR NOTES**

None.

### **SELECTMEN'S CONCERNS**

Mr. Connolly stated that yesterday's Memorial Day activities were very nice, though the American Flags, which were at half-staff, should have been brought to full-staff by noon, but were not until this morning. Mr. Connolly mentioned that a resident mentioned to him that the exercise equipment in the storage room was not up and running.

Ms. Salamoff asked if one of the other Board Members would be able to take her June 23<sup>rd</sup> Selectmen's Office Hours since she would be on vacation at that time. The Selectmen will check their schedules and get back to her. Ms. Salamoff stated she is interested in attending a June 2<sup>nd</sup> conference, sponsored by the MetroWest Chamber, on fostering commercial growth in the MetroWest area. Ms. White stated that Ms. Donovan, Senior Executive Assistant in the Selectmen's Office, would facilitate this for her.

Mr. Freedman stated that he had learned from the newspaper that the discussion regarding the new water and sewer rates would be on this evening's agenda and that he felt the Board should have been informed of this by the Administration prior to the announcement running in the newspaper.

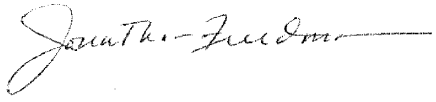
Mr. Mabardy said that some citizens have expressed concern about the Navy Yard field and requested information on what is being done there. Ms. White agreed to check into this. Mr. Mabardy stated that when the Board receives notice from the Administration regarding an offer for employment, he is not sure what the actual position is and would like to have more information. Mr. Mabardy inquired as to whether a new procurement officer has been hired and Ms. White stated that Mr. Bryan LeBlanc will be filling that position.

### **CORRESPONDENCE**

There was no discussion about any correspondence items provided to the Selectmen.

**ADJOURNMENT**

On a motion by Mr. Connolly, seconded by Ms. Salamoff, the Board unanimously voted to adjourn the Board of Selectmen's Meeting at 11:35 p.m.



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Jonathan Freedman, Clerk

May 31, 2016 Board of Selectmen Meeting Minutes Approved by the Board of Selectmen on June 27, 2016

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**All documents used at this Board of Selectmen meeting are available at:**

**<http://naticktown.novusagenda.com/agendapublic/MeetingView.aspx?MeetingID=274&MinutesMeetingID=-1&doctype=Agenda>**